



PERMITTING AND DEVELOPMENT REVIEW DIVISION  
FREDERICK COUNTY, MARYLAND  
*Department of Permits and Inspections*

30 North Market Street • Frederick, Maryland 21701

Phone (301) 600-2313 • Fax (301) 600-2309

## Frederick County, Maryland 2009 Electrical License Renewal

To all Frederick County Electrical License holders:

**Your current Frederick County Electrical license will expire on June 30, 2009.**

### **To renew your license:**

- Complete the renewal form enclosed. Mail it along with the required items below and your payment of **\$202.00** made payable to "Frederick County".
- Mail your complete renewal or submit your renewal in person so that it will be received in this office by June 30, 2009. **IMPORTANT:** A renewal received in this office *after* June 30, 2009 with a postmark date *prior to* June 30, 2009 is not considered "received in this office by June 30, 2009". Allow 7-10 days for mail delivery. If your renewal is not complete, it will be mailed back to you and will not be considered "received" in this office until received again in its entirety.

### **Other important information regarding your renewal:**

- A license renewal received in this office after June 30, 2009 will be considered a late renewal, and subject to the **late renewal fee of \$55.00** in addition to the regular renewal fee per Frederick County Code §1-7-99(A). Check the Permits & Inspections website [www.frederickcountymd.gov/permit](http://www.frederickcountymd.gov/permit) after June 30, 2009 for the current late renewal fee if your renewal is late.
- Any license not renewed within 90 days after due date shall be considered **EXPIRED**.
- Any outstanding violations may be cause for rejection of application as per Frederick County Code §1-7-93(D).

### **Enclose the following with your renewal form and payment:**

- If you obtained your Frederick County License by virtue of your State of Maryland Master Electrician License: Enclose a copy of your CURRENT, ACTIVE State of Maryland Master Electrician License, and a current photo ID with signature (i.e., Driver's License).
- If you obtained your Frederick County License by virtue of a letter of reciprocity with another Maryland County Electrical License or by passing the Frederick County examination: There is a bond requirement. You must have a \$10,000 continuous bond on file for your Frederick County Electrical License to be in ACTIVE status. Any lapse in your bond will cause your license to become INACTIVE. If our office has a current bond on file for your license, you only need to enclose your renewal form, payment and a current photo ID with signature (i.e., Driver's License). Even if you have an inactive Frederick County Electrical License, you still must RENEW your license. **IMPORTANT:** If you do not renew, and your license expires, you will need a new letter from the original licensing jurisdiction - or copy of your current, active State license. If you obtained your Frederick County License by passing the examination, you will need to RETAKE the exam to have your license reinstated.

### **Mail renewal to:**

Electrical License Renewal  
Dept. of Permits & Inspections  
30 North Market Street  
Frederick, MD 21701

If you have any questions, please call 301-600-1095 or 301-600-1089 for assistance. Visit our website [www.frederickcountymd.gov/permit](http://www.frederickcountymd.gov/permit) for extra renewal forms, fee schedule, permit applications forms, and more!

# Frederick County, Maryland

## 2009 Electrical License Renewal Form

PLEASE PRINT ALL INFORMATION

Frederick County Electrical License Number: \_\_\_\_\_

Type of License:

☐ Master Electrician - General

☐ Master Electrician - Restricted - Category: \_\_\_\_\_

☐ Master Electrician - Limited

Electrician's Full Name:

(First) \_\_\_\_\_ (Middle) \_\_\_\_\_ (Last) \_\_\_\_\_ (Sr., Jr., III, etc.) \_\_\_\_\_

Electrician's Personal Mailing Address:

(Street Address or P.O. Box) \_\_\_\_\_ (Town) \_\_\_\_\_ (Zip) \_\_\_\_\_

Electrician's Home Telephone Number: \_\_\_\_\_

Electrician's email Address: \_\_\_\_\_

Company Name\*:

Company Mailing Address:

(Street Address or P.O. Box) \_\_\_\_\_ (Town) \_\_\_\_\_ (Zip) \_\_\_\_\_

Company Telephone Number: \_\_\_\_\_

Company's Fax Number: \_\_\_\_\_

\* Is this a new company since your last Frederick County renewal or application? \_\_\_\_\_

Please note: A licensed master electrician cannot sign permits for more than himself or 1 company, not both, in Frederick County. In other words, he can only be self-employed or be employed by 1 electrical company, not both at the same time for the purposes of securing permits, whenever he has at least 1 electrical permit outstanding in Frederick County.

The following section is to be completed by the license holder.

I, \_\_\_\_\_, solemnly affirm under the penalties of perjury, that I will uphold the Frederick County Electrical Ordinance. I understand that I cannot sign permits for more than one company or individual. I cannot allow any unlicensed person (unless employed by my company) to do electrical wiring under the authority of my license. I understand that I am responsible for having all permits under my license finalized before the permit will be cleared from my license. I understand that a violation of these requirements could result in suspension or revocation of my license.

Notary Seal

Electrician's Signature  
(must be notarized)

Electrician's Printed Name

Notary Public

My commission expires

**PLEASE SEE REVERSE**

Electrical License 2009 Renewal Form/sg

**IMPORTANT MESSAGE**  
**TO ALL**  
**LICENSE HOLDERS:**  
**THE**  
**2008**  
**NATIONAL**  
**ELECTRICAL**  
**CODE**  
**WAS ADOPTED BY**  
**FREDERICK COUNTY, MD.**  
**ON JUNE 17, 2008**  
**WITH AN**  
**EFFECTIVE DATE OF**  
**OCTOBER 1, 2008**